

STATE OF TENNESSEE
DEPARTMENT OF PERSONNEL
April 2006




CLASSIFICATION ANNOUNCEMENT

PLEASE NOTE: “This document does NOT represent a vacancy announcement. The intention of this information is to give notice of changes recently made to each of the job classifications listed below”.

CLASS TITLE	CLASS CODE	ANNUAL RANGE
Emergency Management Area Coordinator (J)	38350	\$29,340 - \$46,944
Greenskeeper (A)	62255	\$22,896 - \$36,636
Information Resource Support Specialist 4 (G)	75553	900
Psychiatric Technician (J)	44252	\$19,428 - \$31,080
Real Property Management Assistant Director (D)	75785	--
Statistical Research Specialist (P)	75948	900
Transportation Assistant 2 (C)	97432	\$19,428 - \$31,080
Wildlife Manager 1 (Q)	77981	\$29,808 - \$46,296
Wildlife Officer 1 (Q)	77921	\$29,808 - \$46,296

LEGEND

- A Job classification will have a change in MINIMUM QUALIFICATIONS effective April 11, 2006.
- B A NEW CLASSIFICATION and REGISTER will be ESTABLISHED.
- C Register will be ABOLISHED and REESTABLISHED effective April 11, 2006.
- D Job classification will be ABOLISHED April 11, 2006.
- E Job classification will have a TITLE CHANGE effective.
- F Job classification will have a change in SALARY effective.
- G Job classification will be converting from CAREER SERVICE to both CAREER SERVICE and EXECUTIVE SERVICE effective April 11, 2006.
- H Job classification will have a change of Probationary Period from 6 months to 1 year.
- I Applicants submitting an application for this job classification must take and pass a job related written test and/or performance test to receive an examination score. Tests are administered on a daily basis at the department of Personnel office in Nashville and on one day every month in Kingsport, Knoxville, Memphis Jackson, Livingston, Cleveland and every other month in Pulaski.
- J Job classification will have a change in NECESSARY SPECIAL QUALIFICATIONS effective April 11, 2006.
- K Job classification will be converting from CAREER SERVICE to both CAREER SERVICE and EXECUTIVE SERVICE effective.
- L Job classification will be converting from both EXECUTIVE SERVICE to CAREER SERVICE effective.
- M Job classification changed examination method from Competitive to Non-Competitive.
- N Job classification will change from compensatory to cash overtime.
- O Job classification changed EEO Code.
- P Job classification is converting from “daily” status (i.e., continuous basis only) to “program” status (i.e., announced examination) effective April 11, 2006.
- Q Closing date for receipt of application for this job classification is May 2, 2006. Applicants submitting an application for this job classification must take and pass a job related computer administered test and complete a supplemental application to receive an examination score. Examinations will be administered to approved applicants in late May at the department of Personnel office in Nashville ONLY. Applications should be submitted to the Department of Personnel. Qualified applicants will be mailed a supplemental application and be scheduled to take the examination. A new register will be established following administration of the examination in May, 2006.

 Tennessee Department of Personnel, Authorization #319177, November, 2005. This public document was promulgated at a cost of \$.07 per copy 15 copies.
THE STATE OF TENNESSEE IS AN EQUAL OPPORTUNITY, EQUAL ACCESS, AFFIRMATIVE ACTION EMPLOYER.

POLICY OF NON-DISCRIMINATION !!

Pursuant to the State of Tennessee's policy of non-discrimination, the Department of Personnel does not discriminate on the basis of race, sex, religion, color, national or ethnic origin, age, disability, or military service in its policies, or in the admission or access to, or treatment or employment in, its programs, services or activities.

Equal Employment Opportunity/Affirmative Action/Americans with Disabilities Act inquiries or complaints should be directed to the Department of Personnel EEO/AA/ADA Coordinator Lynn Goodman, 2nd Floor, James K. Polk Building, 505 Deaderick Street, Nashville, Tennessee 37243-0635 TDD(Telecommunications Device For The Deaf) Number (615) 741-6276 - Fax Number (615) 741-6985.

!! SPECIAL NOTICE !!

This announcement of Civil Service Examinations is being issued in conformity with Civil Service Rules and Regulations to inform the public of the classes of positions, salary ranges, examples of duties, minimum qualifications and relative weights of examination parts. In order for applicants to secure regular appointments in Civil Service positions, they must first successfully compete in the appropriate examination and be certified from the Civil Service Register which is compiled as a result of such examination. **ANNOUNCEMENTS DO NOT NECESSARILY IMPLY THAT VACANCIES EXIST IN ANY PARTICULAR CLASS OR POSITIONS LISTED.** Interested applicants must submit a completed application form to the Tennessee Department of Personnel. Application forms are available at most State offices. The application and information about State jobs are available at the Department of Personnel Internet website(www.state.tn.us/personnel). Telephone inquiries can be made to (615) 741-4841.

Applications should not be re-filed for the same class of positions, unless an applicant has completed at least an additional year of accredited college, or acquired at least 6 months of additional related work experience.

This announcement is subject to change from time to time should minimum qualifications and/or salary change.

!! VETERANS PREFERENCE !!

Veteran preference points will be awarded to applicants who receive a passing career service score and who served on active duty in the armed forces of the United States during any of the service eligibility dates listed below.

Five (5) points will be awarded to: (1) a veteran who served during a period of war; (2) the spouse or unremarried surviving spouse of a permanently and totally disabled veteran whose disability was service-connected and who served in a period other than war; and (3) the unremarried surviving spouse of a veteran who died in the line of duty during a period other than war. Ten (10) points will be awarded to: (1) a veteran with a ten percent (10%) service-connected disability who served during a period of war; (2) the spouse or unremarried surviving spouse of a veteran with a one hundred percent (100%) service-connected disability and who served during a period of war; and (3) the unremarried surviving spouse of a veteran who died in the line of duty during a period of war.

Before preference can be granted, it is necessary that all veterans submit a copy of their discharge or separation papers showing both enlistment and discharge dates. Disabled veterans and spouses of disabled veterans must submit a copy of discharge or separation papers plus a statement from the Veteran's Administration, dated within the last six months, showing the percent of service-connected disability (or death if in service), and proof of death (death certificate).

Veterans must have received an **honorable discharge** and be a legal resident of the State of Tennessee. Legal resident status is established by having resided in the State of Tennessee for the past two years or by possession of a Tennessee voter registration card. **IF YOU HAVE NOT LIVED IN TENNESSEE FOR THE ENTIRE PAST TWO YEARS, YOU MUST SUBMIT A COPY OF YOUR TENNESSEE VOTER'S REGISTRATION CARD.**

SERVICE ELIGIBILITY DATES: WWII (12-7-41 to 12/31/46); Korean Campaign (6-27-50 to 1-31-55); Vietnam Conflict (2-28-61 to 5-7-75); Lebanon, Grenada, or Panama Expeditions (Only if awarded Forces Expeditionary Medal); and Operation Desert Shield/Storm (8-2-90 to end date unestablished).

EMERGENCY MANAGEMENT AREA COORDINATOR

SUMMARY: Under general supervision, performs professional emergency management implementation work of average difficulty; and performs related work as required.

DISTINGUISHING FEATURES: An employee in this class implements, coordinates, and monitors emergency management and civil defense programs in conjunction with local, state, and federal agencies and the private sector in order to protect lives and property. Additionally, an employee in this class may be required to work variable work schedules, be on call 24 hours a day, and work in hazardous environments.

MINIMUM QUALIFICATIONS

Education and Experience: Graduation from an accredited college or university with a bachelor's degree in Emergency Systems Management, Emergency Administration and Planning, Crisis and Disaster Management, or a related Emergency Management field.

OR

Graduation from an accredited college or university with a bachelor's degree and experience equivalent to one year of full-time work in one or a combination of the following: emergency management work; professional natural resources protection; supervision of law enforcement, fire fighting, emergency medical services personnel, or military planning and communications at a rank of E-7 or higher.

Substitution of Experience for Education: Qualifying full-time emergency management work, professional natural resources protection, supervision of law enforcement, fire fighting, emergency medical services, or military planning and communications at a rank of E-7 or higher may be substituted for the required education, on a year-for-year basis, to a maximum of four years.

OR

Graduation from an accredited college or university with an associate's degree in Emergency Systems Management, Emergency Administration and Planning, Crisis and Disaster Management, or a related Emergency Management field and experience equivalent to one year of full-time work in one or a combination of the following: emergency management work; professional natural resources protection; supervision of law enforcement, fire fighting, emergency medical services personnel, or military planning and communications at a rank of E-7 or higher.

OR

Three years of experience as an Emergency Management Operations Officer with the State of Tennessee.

Necessary Special Qualifications: Applicants for this class must:

- (1.) be willing to and able to qualify with, carry, and use assigned weapons
- (2.) be eligible to receive and maintain a security clearance in accordance with applicable agency regulations.
- (3.) be at least eighteen (18) years of age.
- (4.) be a citizen of the United States.
- (5.) have a good moral character, as determined by investigation.
- (6.) complete a criminal history disclosure form in a manner approved by the appointing authority.
- (7.) agree to release all records involving their criminal history to the appointing authority.
- (8.) supply a fingerprint sample in a manner prescribed by the TBI for a fingerprint based criminal history records check.
- (9.) not have been convicted or pleaded guilty to or entered a plea of nolo contendere to any felony charge or to any violation of federal or state laws or city ordinances relating to force, violence, theft, dishonesty, gambling, liquor, or controlled substances, Tennessee Code Annotated 7-86- 205.
- (10.) not have been discharged under any other than honorable conditions from any branch of the United States armed forces.
- (11.) pass a physical examination administered by a licensed physician that is consistent with the Americans with Disabilities Act and that relates to the essential functions of the position.
- (12.) pass a psychological evaluation administered by a licensed mental health professional that is consistent with the Americans with Disabilities Act and that relates to the essential functions of the position.
- (13.) upon appointment, successfully complete a prescribed course of instruction to become qualified as a TEMA Hazardous Materials Technician.

EXAMINATION METHOD: Education and Experience, 100%, for Career Service positions.

GREENSKEEPER

SUMMARY: Under general supervision, is responsible for leading others in semi-skilled and skilled grounds maintenance work of considerable difficulty at a golf course; and performs related work as required.

DISTINGUISHING FEATURES: An employee in this class leads a small group of grounds workers in the maintenance of tees, fairways, traps, roughs and greens on a golf course. This class differs from others in the field of Grounds Maintenance in that incumbents of the latter maintain the grounds at a variety of facilities which do not demand the special knowledge required for the maintenance of greens.

MINIMUM QUALIFICATIONS

Education and Experience: Experience equivalent to three years of increasingly responsible and skilled full-time grounds maintenance work, of which at least one year must be in grounds maintenance at a golf course, including the care and maintenance of greens.

Substitution of Education for Required Experience: College-level course work in agronomy, horticulture, or other agricultural field related to plant and soil science or turf management from an accredited college or university may substitute for the required grounds maintenance experience, on a year for year basis, to a maximum of two years, there being no substitution for the one year of the required golf course grounds maintenance work, including the care and maintenance of greens at a golf course. (e.g., 45 quarter hours of course work, including at least six quarter hours in a related agricultural field, may substitute for one year of experience).

Substitution of Vocational Education for Experience: Additional clock hours in landscape and turf management or horticulture from an accredited vocational or technical school may substitute for required grounds maintenance experience on a year to year basis, to a maximum of one year, there being no substitution for one year of the required golf course grounds maintenance work, including the care and maintenance of greens at a golf course (e.g., 108 clock hours of coursework may substitute for one month of experience).

OR

Education and Experience: Two years of increasingly responsible and skilled full-time experience in golf course grounds maintenance, which must include the care and maintenance of greens at a golf course.

OR

Education and Experience: Graduation from an accredited college or university with a bachelor's degree in agronomy, horticulture, or other agricultural field related to plant and soil science or turf management.

OR

Education and Experience: Graduation from an accredited college or university with an associate's degree in plant science, horticulture, or other agricultural field related to plant and soil science or turf management, and one year of increasingly responsible and skilled experience in grounds maintenance at a golf course, which must include the care and maintenance of greens.

OR

Education and Experience: Completion of a Certificate in landscape and turf management from a vocational school and two years of increasingly responsible and skilled experience in grounds maintenance work at a golf course, of which at least one year must be in golf course grounds maintenance, including the care and maintenance of greens.

Necessary Special Qualifications: A valid motor vehicle operator's license may be required for employment in some positions.

NOTE: A grade transcript is required for proper evaluations of this job class.

INFORMATION RESOURCE SUPPORT SPECIALIST 4

SUMMARY: Under general supervision, performs information systems technical support work of advanced difficulty and lead work of average difficulty; and performs related work as required.

DISTINGUISHING FEATURES: This is the lead level class in the Information Resource Support Specialist job series. An employee in this class is responsible for the daily operation of multi-user computer systems and leads a project team involved in the diagnosis and resolution of software and hardware problems for stand-alone microcomputer systems or other computer systems accessed by multiple users. The computer systems include microcomputers or minicomputers, as well as software and peripheral devices utilized by the mainframe. This class differs from Information Resource Support Specialist 3 in that an incumbent of the latter works as part of a project team in the diagnosis and resolution of software and hardware problems for computer systems. This class differs from Information Resource Support Specialist 5 in that an incumbent of the latter either oversees the justification for providing software and hardware products for state agencies or supervises the activities of employees from multiple project teams involved in the diagnosis and resolution of software and hardware problems for computer systems.

MINIMUM QUALIFICATIONS

Education and Experience: Graduation from an accredited college or university with a bachelor's degree and three years of experience in any one of the following areas: (1) the resolution of data manipulation errors, the maintenance of computer hardware, or the correction of related system operations problems for computer system hardware or software; or (2) the strategic planning of hardware or software systems components for computer or information systems; or (3) applications programming, or (4) the systematic analysis of user and systems requirements for computer or information systems; or (5) the training or instruction of individuals in systems analysis, applications programming, or proper utilization of hardware or software systems components within computer or information systems.

OR

Substitution of Experience for Education: Experience may substitute for the required education on a year-for-year basis to a maximum of four years: (1) the resolution of data manipulation errors, the maintenance of computer hardware, or the correction of other system operation problems related to computer system hardware or software; or (2) the strategic planning of hardware or software systems components for computer or information systems; or (3) applications programming, or (4) the systematic analysis of user and systems requirements for computer or information systems; or (5) the training or instruction of individuals in systems analysis, applications programming, or proper utilization of hardware or software systems, components within computer or information systems.

OR

Substitution of a Specific Associate's Degree for the required bachelor's degree: Graduation from an accredited college or university with an associate's degree in business data processing (e.g., business data programming, business systems analysis, or computer accounting), management information systems, computer and information systems, computer servicing technologies, or other related field may substitute for the required bachelor's degree.

OR

Substitution of Graduate Coursework for the Required Experience: Any graduate coursework in management information systems, business data processing, business systems analysis, computer and information systems, or computer accounting may substitute for the required experience on a year-for-year basis to a maximum substitution of one year. (Thirty-six graduate quarter hours or a master's degree in the above fields is equivalent to one year of experience.

OR

One year of experience as an Information Resource Support Specialist 3 with the State of Tennessee.

Necessary Special Qualifications: None.

EXAMINATION METHOD: Education and Experience, 100%, for Career Service positions. For Executive Service positions, Minimum Qualifications, Necessary Special Qualifications, and Examination Method are determined by the appointing authority.

PSYCHIATRIC TECHNICIAN

SUMMARY: Under general supervision, is responsible for psychiatric technical work of average difficulty; and performs related work as required.

DISTINGUISHING FEATURES: This is the working level class in the Psychiatric Technician sub-series. Responsibilities include providing daily living care, individualized teaching, group teaching, and supervised medical assistance to patients. An employee in this class may be assigned to work days, evenings, nights, and/or weekends in a mental health facility. This class differs from Psychiatric Technician Supervisor in that an incumbent of the latter trains and orients new Psychiatric Technicians and supervises Psychiatric Technicians on an assigned shift, in a unit.

NOTE: Applicants must successfully complete an approved Psychiatric Technician training course with the State of Tennessee or pass an equivalent examination. Failure to do so may result in termination.

MINIMUM QUALIFICATIONS

Education and Experience: Education equivalent to graduation from a standard high school.

Necessary Special Qualifications: A valid motor vehicle operator license may be required; some positions may require a valid motor vehicle operator’s license with a FOR HIRE (F) endorsement.

EXAMINATION METHOD: Non-competitive Selection for Career Service positions.

STATISTICAL RESEARCH SPECIALIST

SUMMARY: Under general supervision, is responsible for professional statistical analytic and research work of considerable difficulty and performs related work as required.

DISTINGUISHING FEATURES: An employee in this class performs independent research and statistical analytic studies and may supervise a unit involved in the development of new statistical analytic studies and programs.

MINIMUM QUALIFICATIONS

Education and Experience: Graduation from an accredited college or university with a master’s degree in statistics, applied statistics, social or behavioral sciences, health sciences, business, business administration, or public policy and experience equivalent to two years full-time professional work developing research methodology and/or directing statistical research.

Substitution of Graduate Education for Experience: Additional graduate course work from an accredited college or university in statistics, applied statistics, social or behavioral sciences, health sciences, business, business administration, and/or public policy may substitute for the required experience on a year-for-year basis to a maximum of two years (e.g., an additional 36 graduate quarter hours in one or a combination of the above listed fields may substitute for one year of the required experience).

Note: A transcript is required for a proper evaluation for this class.

Necessary Special Qualifications: None.

EXAMINATION METHOD: Education and Experience, 100%, for Career Service positions. For Executive Service positions, Minimum Qualifications, Necessary Special Qualifications, and Examination Method are determined by the appointing authority.

TRANSPORTATION ASSISTANT 2

SUMMARY: Under general supervision, performs paraprofessional civil engineering assistance work of average difficulty in the area of survey, construction, or inspection of a roadway, bridge, or other transportation structure; and performs related work as required.

DISTINGUISHING FEATURES: An employee in this class performs paraprofessional civil engineering assistance work such as conducting materials or soils tests, operating survey equipment; performing geometric or algebraic calculations for field survey or construction projects; or identifying bridge scour, deterioration or other related bridge deficiencies. This class differs from Transportation Assistant 1 in that incumbents of the latter are providing civil engineering labor and data collection as members of a survey, construction, or inspection crew. This class differs from Transportation Technician 1 in that incumbents of the latter perform technical civil engineering or lead duties such as overseeing the work of a survey or inspection crew, overseeing the construction records function in a construction field office, or performing engineering computations or title searches.

MINIMUM QUALIFICATIONS

Education and Experience: Education equivalent to graduation from a standard high school and experience equivalent to two years of full-time work in one or a combination of the following: 1) construction using transits, rods, or other survey instruments for site preparation, sub structural or structural alignment work for highways, bridges, buildings or related structures; or 2) engineering assistance experience involved in drafting, architecture, cartography, highway/bridge/materials inspection, or the calculation of volumes, quantities of materials, or other related transportation computations for construction projects; or 3) surveying or participating as a survey crew member to determine the boundaries, right of ways, or areas of land parcels.

Substitution of Experience for Education: Qualifying experience in one or a combination of the following areas may substitute for the required education: 1) labor and trades work involved in construction, or precision production of construction materials, or using power equipment to excavate, extract, or load salvage, geologic, or bulk materials; or 2) engineering assistance including cartography, architecture, highway/bridge/materials inspection, or the calculation of volumes, quantities of materials, or other related engineering computations for construction projects; or 3) surveying or participating as a survey crew member to determine the boundaries, right of ways, or areas of land parcels (e.g., experience equivalent to one year of full-time work in one or a combination of the above listed fields may substitute for one year of the required education).

Substitution of College Education for Experience: Course work credit received from an accredited college or university with emphasis in engineering and/or engineering technology may substitute for the required experience on a month-for-month basis to a maximum of two years (e.g., 45 quarter hours with at least nine quarter hours in one or a combination of the above listed fields may substitute for one year of the required experience).

Substitution of Vocational Education for Experience: Clock-hour credit received from an accredited vocational or technical school in drafting may substitute for the required experience on a month-for month basis to a maximum of one year (e.g., 108 clock hours in drafting may substitute for one month of the required experience).

Necessary Special Qualifications: A valid motor vehicle operator license may be required.

EXAMINATION METHOD: Written test, 100%, for Career Service positions.

WILDLIFE MANAGER 1

SUMMARY: Under general supervision, is responsible for professional wildlife management work of average difficulty in the implementation of wildlife management practices in a moderate-sized wildlife area or facility; assists in the implementation of management practices in a large, complex wildlife area or facility; and performs related work as required.

DISTINGUISHING FEATURES: An employee in this class performs a variety of activities associated with the management of wildlife. Work involves wildlife habitat development and maintenance, public relations activities, facilities maintenance, and assisting in research data collection. This class differs from that of Wildlife Manager 2 in that an incumbent of the latter is responsible for a larger, more complex wildlife area or management responsibilities.

MINIMUM QUALIFICATIONS

Education and Experience: Graduation from an accredited college or university with a bachelor's degree in wildlife or fisheries management, wildlife or fisheries biology.

OR

Education and Experience: Graduation from an accredited college or university with a bachelor's degree in zoology, biology, forestry, ecology, agriculture or animal science including at least thirty quarter hours of wildlife or fisheries course work.

Note: A transcript is required for a proper evaluation for this class.

Necessary Special Qualifications: Applicants for this class must:

- (1.) be willing to and able to qualify with, carry, and use assigned weapons.
- (2.) be at least twenty-one (21) years of age on the date of application.
- (3.) be a citizen of the United States.
- (4.) have a good moral character, as determined by investigation.
- (5.) complete a criminal history disclosure form in a manner approved by the appointing authority.
- (6.) agree to release all records involving their criminal history to the appointing authority.
- (7.) supply a fingerprint sample in a manner prescribed by the TBI for a fingerprint based criminal history records check.
- (8.) have no conviction for a felony or have been discharged under any other than honorable conditions from any branch of the United States armed forces.
- (9.) pass a physical examination administered by a licensed physician that is consistent with the Americans with Disabilities Act and that relates to the essential functions of the position.
- (10.) pass a psychological evaluation administered by a licensed mental health professional that is consistent with the Americans with Disabilities Act and that relates to the essential functions of the position.
- (11.) have visual acuity of 20/100 in each eye, separately without glasses, and each eye corrected to 20/30 or better with corrective lenses.
- (12.) possess a valid motor vehicle operator's license at the time of appointment in some positions.
- (13.) upon appointment, successfully acquire a valid commercial driver's license/endorsement in some positions.
- (14.) upon appointment, successfully complete a prescribed course of instruction at the Tennessee Law Enforcement Academy or have successfully completed the equivalent of the prescribed course.

Necessary Special Qualifications 1, 2, 3, 8, 9, 10 and 11 apply only to those positions required to carry a firearm.

EXAMINATION METHOD: Computer Administered Test 60%, Supplemental Application 40%, for Career Service positions.

WILDLIFE OFFICER 1

SUMMARY: Under general supervision, is responsible for professional wildlife field enforcement and management work of average difficulty in the state wildlife resources management program; and performs related work as required.

DISTINGUISHING FEATURES: This is the entry working class in the field of Wildlife Enforcement and Management. An employee in this class is responsible for a variety of law enforcement and wildlife management activities in an assigned district. As the principal enforcement officer in a district an employee interprets and enforces game and fish laws and provides general information to the public. This class differs from that of Wildlife Officer 2 in that an incumbent of the latter has supervisory responsibility over a group of wildlife officers.

MINIMUM QUALIFICATIONS

Education and Experience: Graduation from an accredited college or university with a bachelor's degree in wildlife or fisheries management, wildlife or fisheries biology.

OR

Education and Experience: Graduation from an accredited college or university with a bachelor's degree in zoology, biology, forestry, ecology, agriculture or animal science including at least thirty quarter hours of wildlife or fisheries course work.

Note: A transcript is required for a proper evaluation for this class.

Necessary Special Qualifications: Applicants for this class must:

- (1.) be willing to and able to qualify with, carry, and use assigned weapons.
- (2.) be at least twenty-one (21) years of age on the date of application.
- (3.) be a citizen of the United States.
- (4.) have a good moral character, as determined by investigation.
- (5.) complete a criminal history disclosure form in a manner approved by the appointing authority.
- (6.) agree to release all records involving their criminal history to the appointing authority.
- (7.) supply a fingerprint sample in a manner prescribed by the TBI for a fingerprint based criminal history records check.
- (8.) have no conviction for a felony or have been discharged under any other than honorable conditions from any branch of the United States armed forces.
- (9.) pass a physical examination administered by a licensed physician that is consistent with the Americans with Disabilities Act and that relates to the essential functions of the position.
- (10.) pass a psychological evaluation administered by a licensed mental health professional that is consistent with the Americans with Disabilities Act and that relates to the essential functions of the position.
- (11.) have visual acuity of 20/100 in each eye, separately without glasses, and each eye corrected to 20/30 or better with corrective lenses.
- (12.) possess a valid motor vehicle operator's license at the time of appointment in some positions.
- (13.) upon appointment, successfully complete a prescribed course of instruction at the Tennessee Law Enforcement Academy or have successfully completed the equivalent of the prescribed course.

Necessary Special Qualifications 1, 2, 3, 8, 9, 10 and 11 apply only to those positions required to carry a firearm.

EXAMINATION METHOD: Computer Administered Test 60%, Supplemental Application 40%, for Career Service positions.